

# **TOWN OF EAST WINDSOR**

## **JOB DESCRIPTION**

**DEPARTMENT:** DEPARTMENT OF PUBLIC WORKS

**TITLE:** MAINTAINER II

**SUPERVISED BY:** DIRECTOR OF PUBLIC WORKS

**POSITION GOAL:** Under the supervision of the Working Foreman, drives a truck to transport materials to and from work site; to plow and sand roads; performs general maintenance work in the construction, repair and maintenance of Town roads, bridge and facilities, and storm water collection systems. Driving and equipment operation are performed independently within established and specified procedures.

### **ESSENTIAL FUNCTIONS:**

- Drives a heavy or light dump truck and maintains equipment; performs general maintenance work in the construction, repair and maintenance of Town roads, bridges, grounds and storm water collection systems.
- Prepares truck or equipment; services with fuel, lubricants and accessories, makes routine safety check before and after operating truck or equipment; observes performance of truck or equipment and reports malfunctions to the Working Foreman or Mechanic.
- Operates truck, pay loader and accessory equipment to plow and remove snow, to sand, and to haul equipment and materials. Operates equipment, as backup operator, such as pay loader, tractor, paving box, roller to mow roadsides, fields, and public areas, to lay and repair pipe, to pave and repair streets; dumps, spreads and tamps asphalt for minor road repairs.
- Operate light powered equipment such as mowing or snow blowing machine.
- Uses hands tools to repair catch basins, clear culverts, and to perform related repair or maintenance work; repairs and installs fences, street signs and guard rails.
- Performs unskilled painting, rough carpentry and unskilled masonry work and street sign maintenance.
- Uses power equipment and hand tools to cut and remove brush, trees, etc.
- Performs manual work in laying of pipes, patching or resurfacing roads, and related construction or maintenance work, cutting brush, shoveling materials, etc.
- Performs flag person duties on major road or construction jobs.
- Follows all applicable safety rules and regulations.
- Makes minor repairs to truck assigned equipment, and assists mechanic in major repairs as required.
- Uses chain saws, chippers, jackhammer and related equipment in general maintenance work.
- Performs other related duties as assigned.

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### **REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:**

- Considerable knowledge of road construction, maintenance and repair operations.
- Working knowledge of the work hazards and safety practices relating to light and heavy equipment operation and road maintenance work.
- Ability to safely operate heavy dump trucks, light and heavy construction equipment.
- Ability to operate equipment requiring manual dexterity and mechanical aptitude.
- Ability to perform preventative maintenance on trucks and construction equipment and to recognize the need for vehicle and equipment repairs.
- Ability to apply common sense understanding to carry out instruction furnished in written, oral or diagrammatic form.
- Ability to deal with Town employees and members of the public in a courteous manner.
- Ability to work independently.

### **REQUIRED EQUIPMENT OPERATION:**

- Operates dump truck, pick-up truck and trailers, heavy equipment, including pay loaders, backhoe, paving box, grader, sweeper, roadside mower, gang mower manual tools, electric and gas operated tools, such as chain saws, portable pumps, pavement saw, and other assigned equipment; plow snow and sand roads.

### **REQUIRED PHYSICAL EFFORT:**

- Continuous physical effort required in performance duties, requiring standing and lifting while performing work under varying conditions, including exposure to inclement weather with some disagreeable factors in both situations, such as dirt, dust, grease, heat and cold. Ability to lift and/or carry objects of medium to heavy weight. Considerable driving may be required to carry out duties. Some stress involved in public contact. Plow snow and sand roads over an extended period of time.

### **REQUIRED QUALIFICATIONS (MINIMUM):**

- Graduation from high school or equivalent supplemented by semiskilled trades training and 1-2 years of heavy construction maintenance repair of roads, or equivalent combination of education, training and experience.

### **SPECIAL REQUIREMENTS:**

- Must possess a Connecticut CDL, Class B motor vehicle driver's license.

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### **NOTE:**

- The above description is illustrative of tasks and responsibilities. It is not meant to be all-inclusive of every task or responsibility.

### **TITLE:      MAINTAINER II**

- This position is the entry level position for Maintainer I. All requirements of the Maintainer I position apply.